



# राजपत्र, हिमाचल प्रदेश

## (असाधारण)

हिमाचल प्रदेश राज्यशासन द्वारा प्रकाशित

शिमला, शनिवार, २६ मई, १९७३/५ ज्येष्ठ, १८९५

### GOVERNMENT OF HIMACHAL PRADESH

#### PUBLIC WORKS DEPARTMENT

#### NOTIFICATION

*Simla-2, the 21st May, 1973*

**No. 9-82/69-PW(B).**—The Governor of Himachal Pradesh is pleased to constitute a State-Level Co-ordination Committee for Minor Irrigation Schemes in Himachal Pradesh as follows :—

- |  |                   |
|--|-------------------|
| 1. Agriculture Minister  | Chairman          |
| 2. Commissioner and Secretary (Public Works)                             | Member            |
| 3. Finance Secretary to Government of Himachal Pradesh                   | Member            |
| 4. Agriculture Production Commissioner                                   | Member            |
| 5. Joint Agriculture Production Commissioner                             | Member            |
| 6. Chief Engineer (South), H.P.P.W.D.                                    | Member            |
| 7. Chief Engineer (North), H.P.P.W.D.                                    | Member            |
| 8. Chief Engineer (Operation), Himachal Pradesh State Electricity Board. | Member            |
| 9. Director of Agriculture, Himachal Pradesh                             | Member            |
| 10. Superintending Engineer (Irrigation), H.P.P.W.D.                     | Member-Secretary. |

2. Suprintending Engineer (Irrigation Circle), H.P.P.W.D., Simla will also work as Secretary of the Committee.

3. The Committee will approve all schemes and fix priorities before the schemes are included in the budget by the Government. The Public Works Department/Finance Department shall invariably ensure that only schemes approved by the Committee are included in the budget, and implemented in accordance with priorities fixed by the Committee.

The Co-ordination Committee shall take steps from time to time necessary to ensure smooth and expeditious execution of minor irrigation schemes, and shall have power to give policy/executive directions to the departments concerned with the schemes.

By order.

Sd/-

Commissioner-cum-Secretary.

### PERSONNEL (A) DEPARTMENT NOTIFICATION

*Simla-2, the 22nd May, 1973*

**No. 7-5/63-DP (Apptt.).**—In exercise of the powers conferred by the proviso to Article 309 of the Constitution of India and all other powers enabling him in this behalf, the Governor, Himachal Pradesh hereby makes the following rules further to amend the Himachal Pradesh Administrative Service Rules, 1973, namely:—

1. (1) These rules may be called the Himachal Pradesh Administrative Service (Second Amendment) Rules, 1973.

(2) They shall be deemed to have come into force with effect from 15th March, 1973.

2. In the Himachal Pradesh Administrative Service Rules, 1973 in Appendix III, Rule 10 (1), for Note-I under OPTIONAL SUBJECTS, the following Note-I shall be substituted, namely:—

‘NOTE-I.—The standards and contents of papers in general shall be similar to those of the B.A. and B.Sc. Examinations of a recognised Indian University.’

3. In the Himachal Pradesh Administrative Service Rules, 1973 in Appendix III, Rule 10 (1), for DETAILED SYLLABUS FOR THE HIMACHAL PRADESH ADMINISTRATIVE SERVICE (OPTIONAL SUBJECTS) Sl. No. 21, Business Management, the following syllabus for Business Management shall be substituted, namely:—

#### 21. *Business Management.*

Management—Definition of management, elements and principles of management (outlines only); administration and management, line and staff and functional organisation; scientific management, rationalisation, delegation, centralisation and decentralisation, communication in management.

Unit administration, size of business, unit-tendency towards large scale operation, optimum size.

Financial organisation and management, organisation of finance types, methods and sources of finance.

Financial planning—Estimation of capital requirements, capital

**gearing.** Management of Earnings—Meaning and scope, importance and purpose of business forecasting.

**Production.**—Location of plant—Plant Layout. Production, planning and control. Procedure—Mass flow and batch production. Productivity and management. Quality control, materials management.

**Marketing.**—Principle and functions—Market research methods—Marketing organisations—Wholesaler, retailer, direct consumer selling—pricing policy and principles. Sales organisation and management—Scope and functions—Development and training of sales force—Advertising—Principle, functions and methods.

**Personnel,** functions of Personnel Department. Vocational guidance, selection and training, methods of wage payment, incentive payments, welfare, fatigue accidents, absenteeism and labour turnover, aims and objectives of work study. Job evaluation and merit rating, their importance and methods. Trade unions, employer—Employee relations, methods of industrial peace, worker participation in management. Automation and unemployment.

U. N. SHARMA,  
Chief Secretary.

